

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Policy & Finance Committee** held in the Civic Suite, Castle House, Great North Road, Newark, Notts NG24 1BY on Thursday, 22 February 2018 at 6.00 pm.

PRESENT: Councillor R Blaney (Chairman)
 Councillor D Lloyd (Vice-Chairman)

Councillor R Jackson, Councillor B Laughton, Councillor T Roberts,
Councillor D Staples and Councillor Mrs L Tift (Substitute for Cllr Peacock)

ALSO IN
ATTENDANCE:

APOLOGIES FOR P.C. Duncan and K. Girling.

ABSENCE:

72 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

There were no declarations of interest.

73 DECLARATIONS OF INTENTION TO RECORD THE MEETING

The Chairman advised that the proceedings were being audio recorded by the Council.

74 MINUTES OF THE PREVIOUS MEETING

The minutes from the meeting held on 25 January 2018 were agreed as a correct record and signed by the Chairman.

75 FORWARD PLAN OF POLICY & FINANCE ITEMS

The Committee noted the Forward Plan items to be considered by the Committee over the next 12 months.

76 PAY POLICY STATEMENT 2018

The Acting Chief Executive presented a report which sought to review the content of the Pay Policy Statement for 2018 and subject to any necessary revisions to recommend the Statement to the Council for approval.

In accordance with Section 38 (1) of the Localism Act 2011 the Council was required to produce a Pay Policy Statement for each financial year. The Pay Policy Statement must set out the authority's policies for the financial year relating to:

- the remuneration of the authority's lowest-paid employees (together with a definition of "lowest-paid employees") and the reasons for adopting that definition;
- the relationship between remuneration of Chief Officers and that of other

- officers (pay multiples); and
- the remuneration of Chief Officers.

A copy of the Pay Policy Statement for 2018 was attached as an appendix to the report. It was noted that the statement had been updated to reflect:

- the recent pay offer tabled by the National Employers to the Trades Unions (TU) for officers engaged on NJC terms. Note: The employers side have not yet received requests from the Trades Union (TU) representing Chief Officers engaged on JNC terms, although a request has been received from the TU in respect of Chief Executives engaged on JNC terms; and
- revisions to the Living Wage recommended by the Living Wage Foundation during November 2017 (increase from £8.45 to £8.75 per hour);

The statement had also been updated to include a summary of the transitional arrangements that had been put in place pending the appointment of a new Chief Executive and replacement of the Director - Communities post.

In considering the Pay Policy Statement the Committee considered that the Council should continue to pay the Living Wage supplement and that the detailed wording in the Statement in respect of the Remuneration of the Chief Executive, relating to incremental increases in salary should reflect the decision of the Chief Officers Appointments Panel meeting held on 3 January 2018.

AGREED (unanimously) that the Pay Policy Statement for 2018 be recommended to Council for approval with two amendments namely to confirm that the Council continue to pay the Living Wage supplement; and that the detailed wording in the Statement in respect of the Remuneration of the Chief Executive, reflect the decision of the Chief Officers Appointments Panel meeting held on 3 January 2018.

Reason for Decision

To comply with Section 38 (1) of the Localism Act 2011.

77 REVIEW OF LEISURE CENTRE PROVISION IN THE WEST

This item was withdrawn from the agenda given the report was deferred by the Leisure & Environment Committee.

78 REVENUE BUDGET - PROPOSED BUDGET 2018/19

The Assistant Business Manager – Financial Strategy & Performance presented a report which enabled Members to consider spending proposals and recommendations to the Council for the budget in 2018/2019.

The report set out the details of the proposed budget for the Council in 2018/2019. The budget proposals had been formulated in accordance with the framework set out in the Council's Constitution with the initial report having being presented to the Policy Committee on 21 September 2017. It was noted that the level of discretionary fees and charges for services provided by the Council were considered as part of the

budget process rather than being implemented piecemeal throughout the year. The proposed fees and charges for 2018 were detailed in the report and would be included in the budget book which forms part of the agenda for the full Council Meeting.

The Local Government Finance Settlement provided key figures for Government Grant that formed part of the Council's budget. The draft settlement was announced on 19 December 2017 and was confirmed on 6 February 2018.

It was reported that a projection of resources under Business Rates Retention had been completed. A sum of £1.1m NDR growth had been projected for 2018/19 which was broadly in line with projections for 2017/18. Additional income of £660k from renewable energy sources had been retained 100% by the District Council. It was anticipated that a £1.14m levy would be payable into the Nottinghamshire pool. The level of appeals provision brought forward on 1/4/2017 was £9m. It was estimated that by 31 March 2018, £2.6m would have been charged to this provision due to reductions in rateable values as a result of businesses that had appealed the 2010 list rateable value. Of the remaining provision (£6.4m) it was forecast that £4m was required for the remaining 2010 list appeals and £2.4m was required for appeals to the first year of the 2017 list.

In presenting the report the Assistant Business Manager – Financial Strategy and Performance advised that an additional post in Development Control for conservation enforcement of £40,000 had been added to the proposed Economic Development Committee budget for 2018/19. This proposal was supported by the Committee.

The report had been prepared by the Resources Directorate in conjunction with the appropriate Committees and relevant budget holders. In accordance with the Constitution, all Members, Directors and Business Unit Managers had been involved with the preparation of the budget.

AGREED (unanimously) that it be recommended to Council on 8 March 2018 that:

- (a) the Employee Plan shown in Appendix C to the report be noted;
- (b) the following amounts be now calculated by the Council for the year 2018/2019 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992 as amended by the Localism Act 2011:
 - (i) £78,804,460 being the aggregate of the amounts which the Council estimates for items set out in Section 31A(2)(a) to (f) of the Act (the gross District Council expenditure for 2018/19);
 - (ii) £67,422,250 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3)(a) to (d) of the Act (the gross District Council income for 2018/19); and
 - (iii) £11,382,210 being the amount by which the aggregate

at (a)(i) above exceeds the aggregate at (a)(ii) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its Council Tax Requirement for the year;

- (c) the figures shown as (b)(i) and (b)(iii) above to be increased only by the amount of Parish Precepts for 2018/2019;
- (d) the budget figures included in the report be the Council's budget for 2018/2019 and Medium Term Financial Plan for 2018/2019 to 2022/2023; and
- (e) the fees and charges shown in Appendices D to U be implemented with effect from 1st April 2018.

Reason for Decision

To enable Policy & Finance Committee to make recommendations to full Council of the amounts to be calculated in accordance with Sections 31 to 36 of the Local Government Finance Act 1992 as amended by the Localism Act 2011 for the purposes of setting Council Tax levels for the year 2018/2019.

79 CAPITAL PROGRAMME MONITORING TO 31 DECEMBER 2017

The Capital Programme Accountant presented a report which monitored the progress of the overall Capital Programme since the last progress report to the Committee on 30 November 2017. Appendices A and B to the report provided details of the capital projects to illustrate total budget, expenditure, progress and explanations for any amendments. Variations to the Capital Programme since it was last reported to the Committee on 30 November 2017 were detailed in Appendix C. It was advised that if the proposed variations were approved the revised capital programme budget for 2017/18 would decrease by £1,429,000 to £32,163,000.

AGREED (unanimously) that:

- (a) the variations detailed in Appendix C to the report be approved; and
- (b) the proposed resourcing of the Capital Programme be noted.

Reason for Decision

To enable the Capital Programme to be amended to reflect changes to resources available and better clarity of the cost and phasing of projects.

80 ALLOCATION OF SECTION 106 FUNDS TO CLIPSTONE WELFARE

The Community Projects Manager presented a report which sought approval for the transfer of Section 106 funds to Clipstone Welfare. In 2010 the Council received S106 funds to the value of £85,790 from the Gladedale Homes development on Mansfield Road, Clipstone, for the purposes of providing off-site children's playing space.

Despite a number of projected schemes being brought forward over the past 7 years there had been only limited use of the funds and £78,047 remained unspent.

It was reported that Clipstone Welfare, in partnership with Clipstone Parish Council, was planning to provide sports and play facilities for older children on land it owned adjacent to Clipstone Youth Centre and had requested that the District Council release £49,180 of these S106 open space funds to allow it to progress this project. The Welfare had already received grants from Nottinghamshire County Council (£40,000), the National Lottery (£10,000) and the Garfield Weston Foundation (£20,000) towards the project. The total cost of the project was £109,180. However, Clipstone Welfare wished to retain £10,000 of the Garfield Weston grant to enable it to carry out repairs to the youth club building. It was noted that Clipstone Parish Council were supportive of the project and had agreed to assist with the inspection and maintenance of the facilities once they were in place. Prior to the funds being transferred Clipstone Welfare would be required to enter into a legal agreement which bound it to spending the funds in a manner which was consistent with the S106 Agreement.

AGREED (unanimously) that:

- (a) the transfer of open space Section 106 funds totalling £49,180 arising from AG842A to Clipstone Welfare be approved, subject to an appropriate legal agreement being entered into by Clipstone Welfare; and
- (b) the sum of £49,180 be added to the Council's Capital Programme in order that its expenditure can be appropriately recorded and monitored.

Reason for Decision

To ensure that S106 funds are spent in an appropriate fashion, for the benefit of the community in which they were generated and that their use is properly monitored.

81 CAPITAL PROGRAMME 2018/19 TO 2021/22

The Capital Programme Accountant presented a report which detailed the available capital resources, the Council's existing committed Programme and the priority schemes identified. In accordance with Financial Regulations the Policy & Finance Committee was required to consider the Capital Programme and recommend to Council the final Programme.

In respect of the general fund capital expenditure the Council intended to spend £15m from 2018/19 to 2021/22 on the schemes as set out in Appendix A to the report. In respect of the Housing Revenue Account expenditure the Council intended to spend £54.9m from 2018/19 to 2021/22. This was made up of £21m on existing property investment and £33.9m on affordable housing. The HRA property investment and development programme were set out in Appendix B to the report.

AGREED (unanimously) that it be recommended to Council on 8 March 2018 that the General Fund schemes shown in Appendix A to the report, and the housing services

programme in Appendix B to the report, be approved as committed expenditure in the Capital Programme.

Reason for Decision

To enable the Capital Programme to be considered by the Policy & Finance Committee in accordance with Financial Regulation 6.2.3 prior to its submission to Council.

82 WORLD WAR I ROLL OF HONOUR MEMORIAL

In accordance with Section 100(B)(4)(b) of the Local Government Act 1972, the Chairman agreed to take this item as a late item of business in order to agree the financial support to the World War I Memorial project.

The Deputy Chief Executive and Director - Resources presented a report which sought approval for a contribution of £10,000 towards a World War I Memorial. All Nottinghamshire District/Borough Councils had been approached by Nottingham City Council to make a financial contribution towards the cost of the WWI Roll of Honour Memorial which would bring the names of all Nottinghamshire war dead to a single point at Victoria Embankment.

The memorial had an estimated cost of £300,000. Nottinghamshire County Council and Nottingham City Council had pledged £100,000 each along with officer time to procure and manage the project's delivery. This proposed contribution would give Newark & Sherwood District Council a seat on the Project Board.

AGREED (unanimously) that:

- (a) a contribution of £10,000 be approved, subject to Nottinghamshire County Council and Nottingham City Council each contributing £100,000 and the other 6 Nottinghamshire Districts/Boroughs contributing £10,000 each; and
- (b) the contribution of £10,000 be funded from reserves.

Reason for Decision

The financial contribution of £10,000 will assist in meeting the funding gap and enable the establishment of the war memorial.

83 GENERAL FUND PROJECTED OUTTURN REPORT TO 31 MARCH 2018 AS AT 31 DECEMBER 2017

The Business Manager – Financial Services presented a report which compared the General Fund Revised Budget for the period ending 31 March 2018 with the Projected Outturn forecast for the period based on three quarters performance information.

The appendices to the report detailed anticipated performance against budget for the period to 31 March 2018 for all general Fund service provision. The total for service net expenditure showed a projected additional income, and underspend on

expenditure, totalling £360,221 against the revised budget for the period to 31 March 2018. The main variations from the revised budget were detailed in the report.

AGREED (unanimously) that the current projection of the Council's net expenditure compared to budget at 31 March 2018 be noted.

Reason for Decision

To advise Members of the projected outturn monitored against service budgets for the period ending 31 March 2018, as at 31 December 2017.

Meeting closed at 6.50 pm.

Chairman